



Post Go-Live Phase Checklist

Purpose

The Post Go-Live Phase Checklist will assist you in determining which tools and templates support a specific Enterprise Resource Planning (ERP) or Continuous (CBPI) change initiative. The purpose of the tools and templates in AEIOO's Transformation Management Guide is to provide a starting point for Army program managers in planning a transformation management initiative. All tools and templates can be modified to fit a specific ERP or CBPI program's transformation management needs.

Post Go-Live Phase Checklist

Transformation Management Activity	Tools & Templates	Description
Transformation Management Planning	Post Go-Live Deliverables Checklist	Identifies tools and templates by program phase that support an ERP or CBPI change initiative
Transformation Management Planning	Evaluate Performance Measures	Evaluate results of ERP or CBPI program performance measurements using performance reference model
Transformation Management Planning	History Assessment Checklist	Evaluate ERP or CPBP program and identify strengths and potential areas for improvement
Leadership & Stakeholder Management	Update Stakeholder Involvement Planning Template	Modify plan as needed to involve stakeholder/stakeholder with ongoing program transformation management initiative
Leadership & Stakeholder Management	Update Leadership Alignment Plan	Modify plan as needed for program leadership to continue to be actively engaged with ERP or CBPI program
Communications	Update Communications Plan	Modify communication plan as needed including description, message, audiences, purpose, vehicle and developer
Organizational Alignment	Update RACI	Modify ERP or CPBI RACI template as needed for program post go-live activities. RACI defines and summarizes roles and responsibilities for given decision activities and task to support an ERP or CBPI program initiative
Learning	Learning Assessment Evaluation	Provides a sample learning assessment questionnaire. The data provided from this



Transformation Management Activity	Tools & Templates	Description
		questionnaire should be used by the ERP or CBPI program to evaluate the strengths and improvement opportunities for learning. The questionnaire can be given electronically or interview style dependant on program requirements.